



Select Board Meeting - Amended

Monday, July 13, 2020 7:00 PM

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

RECEIVED
TOWN CLERK'S OFFICE
2020 JUL -9 P 3:09

I. Call to Order – 7:00 P.M.

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

III. Communications/Announcements/Liaison Reports

IV. Regular Business of the Board

A. Overview of Andover Collaborative Support Services (ACSS) Division – (15 minutes)

Town Manager and Sobhan Namvar to provide the Board with an overview of new division and provide an update on the upcoming Community Forum on Anti-Racism and Inclusion. The Board invites the public to send their thoughts to InclusiveAndover@andoverma.us

B. Retirement Board Interviews (60 minutes)

Board to interview candidates, deliberate and consider voting to appoint Select Board's appointment to the Retirement Board.

1. Thomas Hartwell
2. Stanley Cooper
3. Aidan Forde
4. Richard Howe
5. Brian Masterson
6. Jagat Parekh
7. Stephen Schardin
8. Joseph Stoltz

C. COVID-19 Update – (5 minutes)

Town Manager to provide update on Town's response to COVID-19 including an update on the FY20 and FY21 budgets.

D. August Operating Budget – (10 minutes)

Board to consider voting to approve the FY2021 town and school operating budgets for the month of August.

E. Town Manager and Select Board Goals Update – (15 minutes)

Town Manager to provide an update on the Town Manager / Select Board strategic goals.

V. Consent Agenda

A. Appointments by the Select Board

Board to vote that the following appointments and reappointments of Election Officers be approved.

Department	Name	Position	Rate/Term	Date of Hire
Town Clerk	Mary Jane Bausemer	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Champa Bilwakesh	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Jeanne P. Delisio	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Jack Hall	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Vecenza Johnson	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Ellen T. Marcus	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	James J. Redmond	Clerk	\$10.25/hr	7/1/2020
Town Clerk	Judith T. Reghitto	Warden	\$11.25/hr	7/1/2020
Town Clerk	Maryann Sadagopan	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Kathleen M. Salvi	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Susan A. Schwarz	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Marilyn P. Wicker	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Lora Bates (Williams)	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Patricia Boutin-Skene	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Gail A. Demaso	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Rhonda Fisher	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Norma A. Gammon	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Ann Grecoe	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Lois Kelly	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Gerda Mosca	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Walter W. Salvi	Warden	\$11.25/hr	7/1/2020
Town Clerk	James Sellers	Clerk	\$10.25/hr	7/1/2020
Town Clerk	Patricia Simpson	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Margaret Tenczar	Inspector	\$9.25/hr	7/1/2020
Town Clerk	George Thomson	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Kevin Twohig	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Nancy Vogel	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Myrna Zetlan	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Rita T. Arsenault	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Delores J. Cleland	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Denise S. Doherty	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	John Doherty	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Kathleen Dolan	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Joan M. Lemieux	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Mary Mcgettrick	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Nancy Mitchell	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Calvin G. Perry	Warden	\$11.25/hr	7/1/2020
Town Clerk	Peter H. Schwind	Clerk	\$10.25/hr	7/1/2020
Town Clerk	H. Francis Rittershaus	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Suzanne Soo Hoo	Pollworker	\$9.25/hr	7/1/2020

Town Clerk	Mary Kate Allard	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Constantine Bassilakis	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Nancy Buckley	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Cynthia Campbell	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Christine Curran	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Eleanor A. Everett	Warden	\$11.25/hr	7/1/2020
Town Clerk	Alice E. Friedenson	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Robert Friedenson	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	John Gardner	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Carol Hopkinson	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Susan Hunter	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	MaryRuth Luther	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Kenneth Ozoonian	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Julie E. Pike	Clerk	\$10.25/hr	7/1/2020
Town Clerk	William Profenna	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Nancy Simili	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Susan Wartman	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Mary D. Barry	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	David Cleary	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Suanne C. Dillman	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Maureen A. Finneran	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Wendy Cassidy-Grobick	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Charles H. Heseltine	Warden	\$11.25/hr	7/1/2020
Town Clerk	Geraldine Jacobson	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Phyllis A. Jardine	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Shirley E. Kountze	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Lynn M.R. Landry	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Joanne Lepine	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Genee Morrissey	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Shiva Sheel	Clerk	\$10.25/hr	7/1/2020
Town Clerk	David C. Tomlinson	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Judith F. Birtles	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Cynthia Cohen	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Dianne E. DeLucia	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	James Demaso	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Alexandra Driscoll	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Abigail Harris	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Christine Hayward	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Nancy Mulvey	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Joy Sapienza	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Gisella Spreizer	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Cynthia Stoltz	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Robert E. Willard	Warden	\$11.25/hr	7/1/2020
Town Clerk	Marian C. Bicking	Warden	\$9.25/hr	7/1/2020
Town Clerk	Robert Decelle	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Patricia Donohue	Deputy Inspector	\$9.25/hr	7/1/2020

Town Clerk	Nancy Earnley	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Marilyn Fulgniti	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Denise Gentile	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Yvette Goulet	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Jennifer Hickman	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Paul Hickman	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Dorothy Hollenbeck	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Elizabeth A. Kochakian	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Sharon Magnuson	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Sandra Minkkinen	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Dorothy S. Morrissey	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Judith Norton	Clerk	\$10.25/hr	7/1/2020
Town Clerk	Jeanne S. Paskowsky	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Gail Ralston	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Evelyn A. Retelle	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Ivy Rabinowitz	Warden	\$11.25/hr	7/1/2020
Town Clerk	Charlotte Taylor	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Helen Waldruff	Inspector	\$9.25/hr	7/1/2020
Town Clerk	David W. Brown	Warden	\$11.25/hr	7/1/2020
Town Clerk	Donna Cooper	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Donnabeth Dooley	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	George Fulgniti	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Suzanne Hornick	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Judith Lugus	Clerk	\$10.25/hr	7/1/2020
Town Clerk	Remi Machet	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Deborah K. Moskal	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Marcia S. O'Donnell	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Howard Rabinowitz	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Catherine A. Robie	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Linda Salzman	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Delia Strobel	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Gloria Wager	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Howard Zetlan	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Justine Croteau	Deputy Clerk	\$9.25/hr	7/1/2020
Town Clerk	Sandra DiVincenzo	Deputy Warden	\$9.25/hr	7/1/2020
Town Clerk	Luan M. Giannone	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Jane Gifun	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Joseph Gifun	Inspector	\$9.25/hr	7/1/2020
Town Clerk	Phyllis E. Herskovits	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	George Kakrides	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Pamela Mitchell	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Paul Ordman	Warden	\$11.25/hr	7/1/2020
Town Clerk	Carolyn Page	Deputy Inspector	\$9.25/hr	7/1/2020
Town Clerk	Mildred M. Raymond	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Lisa Reid	Clerk	\$10.25/hr	7/1/2020
Town Clerk	Ruth N. Shapiro	Pollworker	\$9.25/hr	7/1/2020

Town Clerk	Randall L. Hanson	Pollworker	\$11.25/hr	7/1/2020
Town Clerk	Maurice Y. LaBarre, Jr.	Pollworker	\$11.25/hr	7/1/2020
Town Clerk	Alice Pincus	Pollworker	\$11.25/hr	7/1/2020
Town Clerk	Anthony Sofia	Pollworker	\$11.25/hr	7/1/2020
Town Clerk	Ken Veznaian	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Audrey Byerley	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Scott Dianis	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	MaryAnn DiNatale	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Micheline Pelletier	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Iris Roskell	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Martha Mahoney	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Sandra Morrison	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Matthew Murphy	Pollworker	\$9.25/hr	7/1/2020
Town Clerk	Sanders Whitman	Pollworker	\$9.25/hr	7/1/2020

B. Appointments by the Town Manager

Board to vote that the following appointments by the Town Manager be approved.

Department	Name	Position	Rate/Term	Date of Hire
CD&P – Health Division	Amy Ewing (<i>Joanne Belanger</i>)	Assistant Director of Public Health	\$80,487.84/yr	7/20/2020
Community Services – Recreation	Gabriella Rickards	Lifeguard	\$13.50/hr	7/6/2020
Community Services – Youth Services	Abbie Ledoux	Counselor 2	\$12.00/hr	7/7/2020
Community Services – Youth Services	Yasser Maita	Counselor 2	\$12.00/hr	7/7/2020
Community Services – Youth Services	Jayronn Chevalier	Counselor 2	\$12.00/hr	7/7/2020
Community Services – Youth Services	Jack Summers	Counselor 2	\$12.00/hr	7/7/2020
Community Services – Youth Services	Daniel Ivanovich	Counselor 2	\$12.00/hr	7/7/2020
Spring Grove Cemetery Trustees	Kevin Connors	Member	Term Expires 6/30/2023	7/1/2020

VI. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. May 18, 2020
2. June 8, 2020
3. June 15, 2020
4. June 22, 2020

VII. Adjourn

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Select Board will be conducted via remote participation to the greatest extent possible. For this meeting, members of the public who wish to watch the meeting may do so in the following manner: Andover TV COMCAST CHANNEL 22 AND VERIZON CHANNEL 45. Members of the public who wish to ask a question on particular agenda items during the meeting can do so by calling 311 from their landline or cell phone within the geographical boundaries of Andover or by calling 978-623-8311 from anywhere or by emailing manager@andoverma.gov. Residents are encouraged to email their questions ahead of the meeting, however, staff will be available to present the Board with questions received during the meeting. Please include your name and address with your question.

Every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town's website an audio or video recording, transcript, or other comprehensive record of the proceedings as soon as possible after the meeting.



TOWN OF ANDOVER
BOARD OF REGISTRARS OF VOTERS
SUBMISSION OF ELECTION OFFICERS

June 26, 2020

To the Honorable Members of the Select Board:

Pursuant to M.G.L. Ch. 54 Section 12, the Board of Registrars of Voters of the Town of Andover is hereby submitting to the Select Board the names of persons qualified to act as election officers.

Sincerely,

William F. Melahn
Michael Sassin
Brian P. Major
Austin Simko

Brian Major
William Melahn
Michael Sassin
Austin Simko, Town Clerk

TOWN CLERK'S OFFICE – Pollworker Appointments 2020-2021

Mary Jane Bausemer	Pollworker	\$9.25
Champa Bilwakesh	Deputy Warden	\$9.25
Jeanne P. DeLisio	Deputy Inspector	\$9.25
Jack Hall	Deputy Clerk	\$9.25
Vecenza Johnson	Inspector	\$9.25
Ellen T. Marcus	Pollworker	\$9.25
James J. Redmond	Clerk	\$10.25
Judith T. Reghitto	Warden	\$11.25
Maryann Sadagopan	Pollworker	\$9.25
Kathleen M. Salvi	Pollworker	\$9.25
Susan A. Schwarz	Inspector	\$9.25
Marilyn P. Wicker	Pollworker	\$9.25
Lora Bates (Williams)	Deputy Warden	\$9.25
Patricia Boutin-Skene	Pollworker	\$9.25
Gail A. Demaso	Pollworker	\$9.25
Rhonda Fisher	Pollworker	\$9.25
Norma A. Gammon	Pollworker	\$9.25
Ann Grecoe	Deputy Clerk	\$9.25
Lois Kelly	Deputy Inspector	\$9.25
Gerda Mosca	Deputy Inspector	\$9.25
Walter W. Salvi	Warden	\$11.25
James Sellers	Clerk	\$10.25
Patricia Simpson	Pollworker	\$9.25
Margaret Tenczar	Inspector	\$9.25
George Thomson	Pollworker	\$9.25
Kevin J. Twohig	Inspector	\$9.25
Nancy Vogel	Pollworker	\$9.25
Myrna Zetlan	Pollworker	\$9.25
Rita T. Arsenault	Pollworker	\$9.25
Delores J. Cleland	Deputy Inspector	\$9.25
Denise S. Doherty	Deputy Warden	\$9.25
John Doherty	Deputy Clerk	\$9.25
Kathleen Dolan	Pollworker	\$9.25
Joan M. LeMieux	Inspector	\$9.25
Mary Mcgettrick	Pollworker	\$9.25
Nancy Mitchell	Pollworker	\$9.25
Calvin G. Perry	Warden	\$11.25
Peter H. Schwind	Clerk	\$10.25
H. Francis Rittershaus	Pollworker	\$9.25
Suzanne Soo Hoo	Pollworker	\$9.25
Mary Kate Allard	Deputy Warden	\$9.25
Constantine Bassilakis	Pollworker	\$9.25
Nancy Buckley	Deputy Inspector	\$9.25
Cynthia Campbell	Deputy Inspector	\$9.25
Christine Curran	Pollworker	\$9.25
Eleanor A. Everett	Warden	\$11.25

Alice E. Friedenson	Pollworker	\$9.25
Robert A. Friedenson	Pollworker	\$9.25
John Gardner	Pollworker	\$9.25
Carol Hopkinson	Deputy Clerk	\$9.25
Susan Hunter	Pollworker	\$9.25
MaryRuth Luther	Inspector	\$9.25
Kenneth Ozoonian	Inspector	\$9.25
Julie E. Pike	Clerk	\$10.25
William Profenna	Pollworker	\$9.25
Nancy Simili	Pollworker	\$9.25
Susan Wartman	Pollworker	\$9.25
Mary D. Barry	Pollworker	\$9.25
David Cleary	Deputy Warden	\$9.25
Suanne C. Dillman	Pollworker	\$9.25
Maureen A. Finneran	Deputy Clerk	\$9.25
Wendy Cassidy-Grobicki	Inspector	\$9.25
Charles H. Heseltine	Warden	\$11.25
Geraldine Jacobson	Deputy Inspector	\$9.25
Phyllis A. Jardine	Deputy Inspector	\$9.25
Shirley E. Kountze	Inspector	\$9.25
Lynn M.R. Landry	Pollworker	\$9.25
Joanne Lepine	Pollworker	\$9.25
Genee Morrissey	Pollworker	\$9.25
Shiva Sheel	Clerk	\$10.25
David C. Tomlinson	Pollworker	\$9.25
Judith F. Birtles	Deputy Warden	\$9.25
Cynthia Cohen	Pollworker	\$9.25
Dianne E. DeLucia	Pollworker	\$9.25
James Demaso	Pollworker	\$9.25
Alexandra Driscoll	Deputy Inspector	\$9.25
Abigail Harris	Pollworker	\$9.25
Christine Hayward	Pollworker	\$9.25
Nancy Mulvey	Pollworker	\$9.25
Joy Sapienza	Pollworker	\$9.25
Gisella Spreizer	Pollworker	\$9.25
Cynthia Stoltz	Pollworker	\$9.25
Robert E. Willard	Warden	\$11.25
Marian C. Bicking	Warden	\$9.25
Robert Decelle	Deputy Warden	\$9.25
Patricia Donohue	Deputy Inspector	\$9.25
Nancy Earnley	Deputy Inspector	\$9.25
Marilyn Fulginiti	Deputy Clerk	\$9.25
Denise Gentile	Pollworker	\$9.25
Yvette Goulet	Pollworker	\$9.25
Jennifer Hickman	Inspector	\$9.25
Paul Hickman	Pollworker	\$9.25
Dorothy Hollenbeck	Pollworker	\$9.25
Elizabeth A. Kochakian	Pollworker	\$9.25

Sharon Magnuson	Deputy Warden	\$9.25
Sandra Minkkinen	Pollworker	\$9.25
Dorothy S. Morrissey	Pollworker	\$9.25
Judith Norton	Clerk	\$10.25
Jeanne S. Paskowsky	Pollworker	\$9.25
Gail Ralston	Deputy Clerk	\$9.25
Evelyn A. Retelle	Pollworker	\$9.25
Ivy Rabinowitz	Wardren	\$11.25
Charlotte Taylor	Inspector	\$9.25
Helen Waldruff	Inspector	\$9.25
David W. Brown	Warden	\$11.25
Donna Cooper	Deputy Inspector	\$9.25
Donnabeth Dooley	Deputy Inspector	\$9.25
George Fulginiti	Deputy Warden	\$9.25
Suzanne Hornick	Deputy Clerk	\$9.25
Judith Lugus	Clerk	\$10.25
Remi Machet	Pollworker	\$9.25
Deborah K. Moskal	Inspector	\$9.25
Marcia S. O'Donnell	Pollworker	\$9.25
Howard Rabinowitz	Inspector	\$9.25
Catherine A. Robie	Pollworker	\$9.25
Linda Salzman	Pollworker	\$9.25
Delia Strobel	Pollworker	\$9.25
Gloria Wager	Pollworker	\$9.25
Howard Zetlan	Pollworker	\$9.25
Justine Croteau	Deputy Clerk	\$9.25
Sandra DiVincenzo	Deputy Warden	\$9.25
Luan M. Giannone	Pollworker	\$9.25
Jane Gifun	Inspector	\$9.25
Joseph F. Gifun	Inspector	\$9.25
Phyllis E. Herskovits	Pollworker	\$9.25
George Kakridas	Pollworker	\$9.25
Pamela Mitchell	Pollworker	\$9.25
Paul Ordman	Warden	11.25
Carolyn Page	Deputy Inspector	\$9.25
Mildred M. Raymond	Pollworker	\$9.25
Lisa Reid	Clerk	\$10.25
Ruth N. Shapiro	Pollworker	\$9.25
Randall L. Hanson	Pollworker	\$11.25
Maurice Y. LaBarre, Jr.	Pollworker	\$11.25
Alice Pincus	Pollworker	\$11.25
Anthony Sofia	Pollworker	\$11.25
Ken Veznaian	Pollworker	\$9.25
Audrey Byerley	Pollworker	\$9.25
Scott Dianis	Pollworker	\$9.25
MaryAnn DiNatale	Pollworker	\$9.25
Micheline Pelletier	Pollworker	\$9.25
Iris Roskell	Pollworker	\$9.25

Martha Mahoney	Pollworker	\$9.25
Sandra Morrison	Pollworker	\$9.25
Matthew Murphy	Pollworker	\$9.25
Sanders Whitman	Pollworker	\$9.25

Motion for Annual Appointment and Reappointment of Election Officers:

I move to approve the annual appointment and re-appointment of Election Officers as printed in the consent agenda and as recommended by the Town Clerk, and further approve that the Town Clerk may from time to time appoint from among the Election Officers such Wardens, Deputy Wardens, Clerks, Deputy Clerks, Inspectors, Deputy Inspectors, and Tellers to the various precincts as he deems appropriate.

Moved by: _____

Seconded by: _____

Vote: _____ Yes
 _____ No
 _____ Abstain

Select Board Meeting

Monday, May 18, 2020

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Laura Gregory called the meeting of the Select Board to order at 7:03 P.M. via Web-X. Participating remotely from the Select Board: Alex Vispoli, Annie Gilbert, Dan Koh, Chris Huntress and Laura Gregory.

Others participating remotely: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Assistant Town Manager Patrick Lawlor, Town Counsel Tom Ubelis, Town Clerk Austin Simko, and Director of Public Health Tom Carbone. The meeting was duly posted and cablecast live.

Tonight's meeting is completely virtual. Residents can call in at 311 or 978-623-8311 or email manager@andoverma.gov

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence followed by a Salute to the Flag.

III. Communications/Announcements/Liaison Reports

Laura Gregory read a response to Alex Vispoli's letter printed in the Andover Townsman which implied that the four Board members who voted to recommend approval of the proposed budget did not comply with the Select Board's goal for the Town Manager set on July 15 2019, this is incorrect. The goal required the Town Manager to present both a budget keeping the increase in taxes within the 10-year average and to present options to address Andover's unfunded liabilities, which were not limited by the 10-year average. Four members of the Board chose to support the FY-21 budget option presented by the Town Manager that included the additional investment of \$1.7M towards unfunded liabilities. The average residential tax bill for FY-21 was anticipated to be \$40 less than projected when the Board set the budget goal last July.

The Board has the responsibility to maintain and protect Andover's current and future liabilities and maintaining Andover's financial health taking reasonable steps to insure the solvency of the town in the future. The proposed \$1.7M payment towards the unfunded liabilities would have saved taxpayers approximately \$7.8M over the next 14 years representing a 458% return on taxpayers' one-time investment.

The anticipated FY-21 budget must be revised due to the financial impact of COVID-19 and the expected decrease in revenues, including state and local receipts. The Town Manager, Finance Committee, and School Committee will be working to revise and approve a new budget. Laura said the Board will continue to seek to balance the objectives of limiting tax growth, while also making sure to maintain Andover's AAA bond rating and taking steps to continue to address our unfunded liabilities.

Mike Lindstrom reported that the Community Choice Aggregation Committee (CCA) is hosting a virtual public forum on Friday, May 22nd at 1:00 P.M. Additional webinars will be held leading up to town meeting. Information for residents to register to join the webinar can be found on the Town's website.

Annie Gilbert thanked Town staff and administrators who continue to assist the business community and town residents during this time of closure. Today, the Governor announced the four phases of gradual re-opening and guidance. Ann Ormond was very helpful in assisting with a small business owner who reached out with questions.

Dan Koh recognized Mike Lindstrom for continuing the conversation around CCA. There is a lot of momentum and energy around it, and we can get this done. Dan also thanked all of the small businesses and restaurants in Andover who have been adapting during this difficult time, especially the restaurants in the area of Post Office Avenue.

Alex Vispoli said the American Legion Post A is looking for volunteers to help reflag the Veteran Gravesites on May 23rd at the St. Augustine's Cemetery. He attended an EDC Meeting recently and Ann Ormond and Paul Materazzo did an excellent job of presenting ideas on the roll-out on openings.

As a parent of a senior, Laura Gregory said this is a challenging time for AHS seniors but there are a number of events setup up to recognize each graduating student in the class of 2020. She thanked everyone who has been involved in supporting our students. The Capstone Program presentations by seniors will be held online in a series of four presentations tonight and tomorrow night.

Andrew Flanagan reported the Memorial Day Services, taped this week by Mark Comeiro, Director of Veteran Services, can be viewed online along with last year's parade.

IV. Regular Business of the Board

A. COVID-19 Update

The Town Manager provided an update on the Town's response to COVID-19 including an update on the FY20 and FY21 budgets.

The Governor announced phase-1 of a four phase plan today which will not impact Town Services because our staff have been conducting transactions, emails, as remotely as possible and Andover is already at a 25% staffing level. Per the Governor's announcement today, Andover will send out an announcement later this week relative to the opening of places of gathering, dog parks, parks, playgrounds.

Director of Public Health Tom Carbone reported that Andover has a cumulative count of 259 COVID-19 cases with 102 active cases. The Board of Health voted to take action on mask enforcement, appointing all officers of the Andover Police Department as health agents, and authorized use of a non-criminal citation if needed. They voted to adopt enforcement guidance set by the Attorney General and the Police Chief's Association on what the best plan of action would be if needed to enforce the wearing of masks.

Paul Materazzo and Ann Ormond have contacted many of the restaurant owners to develop a solution to move forward. There is an enormous amount of stress and uncertainty in the restaurant community. Restaurants that are open are seeing dwindling number of customers and some are closed altogether. Once they do open, they will most likely be a reduced number of indoor seating, but if outdoor seating is allowed, it would assist them.

Austin Simko shared a presentation on "Supporting Andover's Restaurants" which is a 120-day community event made available for restaurants to use outdoor seating in/around the downtown, that will be highly regulated, with chairs/tables well-spaced out around the downtown area. The intent is that the application would be for a specific restaurateur. The event would be Town-controlled on the portion of Rte. 28 from Wheeler Road to the downtown area and following the Governor's guidelines. There would be an application review process, guidelines for public safety, and alcoholic beverages which could be a part of this event. This would be a way to find some relief for restaurants and the community. They are in the process of conducting an inventory of downtown spaces that might be used; currently, there are about eight restaurants interested. They are also looking into barriers to move the sidewalks out to allow more space to be used. State guidelines will be followed.

Chris Huntress asked if they have considered creating a large public space behind Old-Town Hall, that would allow a larger area for people to gather. Paul Materazzo said right now they are concentrating on the smaller sites, but will be looking into larger gathering spaces.

Dan Koh moved that the Andover Select Board hereby resolves that the Town Manager shall report to the Board on the specific actions to recommend that the Board take with regard to the Board's current policies to accomplish the foregoing for the duration of the community event. The motion was seconded by Alex Vispoli. Roll call: A. Gilbert-Y, D. Koh-Y, A. Vispoli-Y, C. Huntress-Y, L. Gregory-Y. Motion passes 5-0.

B. Election Warrant Laura Gregory left the meeting at this time. The Town Election is planned for June 9th and the Select Board is being asked to memorialize that and to approve the Election Warrant. They are encouraging residents to use absentee balloting or to vote on off-peak times wearing masks, and bringing a pen.

Austin Simko has been working with Tom Carbone on protection procedures for the public and poll-workers. Election Officers will be wearing protective gloves, masks, and there will be a plexi-glass area separating them from the public. Every voting booth, table, etc. will be separated by a 6' distance, and the number of voters at polling areas regulated.

On a motion by Alex Vispoli and seconded by Chris Huntress, the Select Board voted to approve the Warrant for the June 9, 2020 Annual Town Election. Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y. Motion passes 4-0-1. Laura Gregory abstained.

C. Annual Town Meeting Articles Laura Gregory returned to the meeting. All of four of the articles were previously voted by the Board and the Fin/Com in March, but the effects of COVID-19 has caused the Town Manager's Senior Management Team to

rethink the budget proposal previously voted in anticipation of a \$6.2M budget reduction in state aid, local receipts, and unrestricted local government aid shortage.

The Town Manager presented an overview of the effects of the amended budget. His goal is to use Free Cash and Reserves and to continue with their efforts to accelerate pension funding and to maintain outside levy capacity. The task was how to modify the budget with no impact to the residents and without impacting operations. There is a contingency built-into the budget if the results are worse than expected so that we can adapt without having any impact on town operations. An overview of the revenue shortfalls shows a projection of a 20% reduction in Government Aid, 15% reduction in Excise Tax, 25% reduction in permitting fees, and a significant reduction in local receipts and unfunded liabilities for a shortfall of \$5.3M.

By not investing into our pension obligation, we risk losing our bond rating and very possible that we have adjudicated our fiduciary responsibility. We have to be careful to strike a balance in what we pay into the pension fund and other costs.

Miscellaneous adjustments were made in the Retirement Appropriation Account, General Insurance Account, and in the Overlay Reserve Account. In addition, a reduction of \$800,000 in CIP-Article 5, Town & School & Operating budgets reduced by \$1.2M for a total potential of a \$4.1M (adjusted deficit), while maintaining the levy capacity, town services and personnel. If we don't invest in paying into our pension obligation we are risking a loss to our bond rating.

Annie Gilbert supports the Town Manager's proposal as presented. He and his team deserve a lot of credit for getting us financially to a point where we can weather the next few fiscal years. Will we know by January of 2021 what CIP projects will be authorized to go forward? Andrew said we should know a lot more to make a decision to release the funds by then. If we were to reduce the appropriation to balance the budget it would have to be done before the tax rate is set.

Alex Vispoli thanked the Town Manager and his team for the budget preparations to address the current and future fiscal situation on pensions. Alex comes at it from a position of having been through one of the toughest votes on OPEB reform; we have to fund it and also have to have reforms to make a difference. Without a reform, or even the request of a reform, it is just an eye-dropper, but the Select Board does not have the power to make a reform which is in the hands of the Retirement Board, but he thinks the Select Board should take a position on reform. The tax rate of the 4.6% is 100% in our control. Alex cannot support a 4.6% tax increase and asked the Town Manager at the last meeting if that would change due to COVID, he said no. Alex opposes the rate of the tax increase that would hurt residences and businesses. It is up to the Town Manager how he allocates the budget dollars.

Dan Koh and Alex Vispoli had a spirited discussion on funding the pension and the increase in the tax rate. Members of the Select Board shared their displeasure with the narrative submitted by Alex Vispoli in the Andover Townsman and believe that it was a gross simplification of what was discussed and do not think it was handled respectfully. They

talked about the vote to raise taxes by 4.6% and the effects on the long-range pension funding saving the Town \$7.8M in years to come. In the future, conversations should be held in an open forum allowing for a robust productive discussion, and in the best interest of the residents in Andover.

Article 4	<p>Fiscal Year 2021 Budget (Revised) To see if the Town will vote to determine what sums of money the Town will raise and appropriate including appropriations from available funds to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021, or take any other action related thereto.</p> <p>Dan Kohl moved to recommend approval of Article 4, the Fiscal Year 2021 Budget as printed in the Warrant, for a total of \$195,825,031. The motion was seconded by Annie Gilbert.</p> <p>Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-N, A. Gilbert-Y, L. Gregory-Y. Motion approved 4-1 Alex Vispoli opposed.</p>
Article 5	<p>Fiscal Year 2021 Capital Projects Fund (Revised)</p> <p>Annie Gilbert moved to recommend approval of Article 5, the Capital Projects Fund, as printed in the Warrant, for a total of \$1,111,108. The motion was seconded by Chris Huntress.</p> <p>Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.</p>
Article 22	<p>Capital Projects from General Fund Borrowing (Revised)</p> <p>Alex Vispoli moved to recommend approval of Article 22 Capital Projects from General Fund Borrowing and as printed in the Warrant for a total of \$8,392,000. The motion was seconded by Chris Huntress.</p> <p>Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, and L. Gregory-Y. Motion passes 5-0</p>
Article 24	<p>Capital Projects from Free Cash (Revised)</p> <p>Annie Gilbert moved to recommend approval of Article 24 Capital Projects from Free Cash as printed in the warrant in the amount of \$3,660,000. The motion was seconded by Dan Koh. Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.</p> <p>Comment by Shannon Scully, School Street: There should be consideration to the implications of taxing considerably below the tax levy limit. The current Select Board Policy sets the excess levy at \$300,000, not \$1.7M.</p>

B. Annual Town Meeting Warrant

The 2020 Annual Town Meeting is scheduled for June 22, 2020. The Town Manager said they are considering holding it in a number of locations at Andover High School starting at 7:00 P.M. Additional information will be forthcoming on logistics. The Warrant closed on January 24, 2020 and the Town Warrants have been reduced from 49 to 42 due to consolidations of house-keeping articles or withdrawals. There are five (5) private warrant articles. There will be a series of Town Hall Meetings presented online prior to

Town Meeting. Town Moderator Sheila Doherty would prefer using one location in a facility we can put the most people in. Chris Huntress asked if we could live televise the Town Meeting.

Dan Koh moved that the Select Board sign the Annual Town Meeting Warrant for the June 22, 2020 Annual Town Meeting as presented. The motion was seconded by Alex Vispoli. Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.

V. Approval of Minutes

A. Board to approve minutes from the following meetings:
March 14, 2020, April 21, 2020 (revised) and May 4, 2020.

Dan Koh moved to approve the Select Board Minutes of March 14, 2020, April 21, 2020 with revisions, and May 4, 2020. The motion was seconded by Annie Gilbert. Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.

VI. Adjourn

At 8:59 P.M. Dan Koh moved to adjourn from the Select Board Meeting of May 18, 2020. The motion was seconded by Chris Huntress. Roll call: D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.

Respectfully submitted,
Dee DeLorenzo
Dee DeLorenzo
Recording Secretary

Select Board Meeting

Monday, June 8, 2020

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Laura Gregory called the meeting of the Select Board to order at 4:30 P.M. via Web-X. Participating remotely from the Select Board: Alex Vispoli, Annie Gilbert, Dan Koh, Chris Huntress and Laura Gregory.

Others participating remotely: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Assistant Town Manager Patrick Lawlor, Town Counsel Tom Urbelis, Town Clerk Austin Simko, and Director of Public Health Tom Carbone. The meeting was duly posted and cablecast live.

Tonight's meeting is completely virtual. Residents can call in at 311 or 978-623-8311 or email manager@andoverma.gov

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence followed by a Salute to the Flag.

Austin Simko reported that there are three precincts open tomorrow for the Town Election. All absentee ballots should be returned to Town Offices by tomorrow and placed in the secure red box. Please do not bring the absentee ballot to the voting place. There have been 802 absentee ballots returned so far. Social distancing protocols will be in place and residents are asked to wear a mask and bring a pen.

III. Regular Business of the Board

A. Statement against Hatred

Laura read the statement from the Select Board, Town Manager, Chief Mansfield, and Chief Keefe that condemns the actions by the Minneapolis Police Officers in the death of George Floyd and wish to provide the community with a first step for beginning the process of moving forward. The actions of the Minneapolis Police officers involved in George Floyd in no way reflects the values of Andover.

As one community, we do not tolerate hate or violence and will continue to work hard to make Andover a welcoming place of inclusion and safety, and this work remains the highest priority and should reflect who we are as a community. As public servants, it is our responsibility to continue to speak out against discrimination, racism, xenophobia, and hatred and to foster a community that is anti-racist, where all voices are heard and respected.

The methods used by the police in Minneapolis that killed George Floyd are not part of any actions used by police in Massachusetts, including those used by members of the Andover Police Dept. The Andover Police Dept. believes in treating all, including those accused of committing a crime, fairly and with dignity. Officers are trained only to use the amount of force necessary to ensure safety for the suspect, the officers, and civilians in the area. those committing a crime. Additionally, the Andover Police Department has long been in the fore-front of extensive training of their officers. The Department's policies and training protocols are consistently reviewed internally and evaluated by an independent police accreditation board.

The Fire Rescue Department shares the values of Andover Police and together are representative of a collective effort to provide all public safety services in a fair and equitable manner.

In 2017, the Andover Select Board adopted a statement against hatred that embodied the values of our community, that as one community, we stand together, regardless of race, ethnicity, religion, gender, or orientation. And, as one community, we do not tolerate hate or violence.

We are now beginning a process that invites change and equal treatment for all. The Select Board and Town Manager invite you to participate in a community conversation as part of a Town Hall forum to gather your thoughts, opinions, and input on how we move forward together and ask you to share your experiences in an effort to create awareness in Andover. Details about the Town Hall will be forthcoming. We ask you to send your thoughts to: InclusiveAndover@andoverma.us We look forward to beginning the work that bring public trust.

The Town Manager said the real intent of the statement is to how we move forward as a Town. The national events have created a great deal of concern in the community. Having the process happen organically with a Town Hall/Community discussion is an important part of the process.

Dan Koh appreciates all the residents who reached out to members of the Board. There are a lot of actions that we can take.

Annie Gilbert encourages everybody to stay involved and engaged. They are eager to start this work but can't do it without everybody's help and insight. She is very excited about having a dedicated email addresses and hosting a forum to listen before we begin to look for solutions. COVID-19 hampers any type of forum we can put together. We should have a facilitator from the National League of Cities to facilitate the work to begin the process of having a conversation locally. It is critical to reach people who may not attend a forum or have access to an online virtual forum.

Alex Vispoli agrees that we should have different methods to make it comfortable for people to weigh in. The Board received an abundance of letters from Phillips Academy, and Alex asked Andrew how we can approach them. The Town Manager said they are in the process of identifying a point-person at Phillips. Chris Huntress also echoed what everyone said. He spoke with many residents over the past few days and although we took the re-affirmation on the Board's promise against hatred, we have to do a better job of getting these statements out on social media. The Board did receive a plethora of emails received from Phillips Academy and Chris called back those that provided their telephone numbers. We need to also coordinate with our houses of worship.

Laura agreed that we need to push the statements and information out through social media and encourages those listening that they send an email if they have ideas on ways they could incorporate different individuals, especially others that would not be comfortable with Town Hall Forum. InclusiveAndover@andoverma.us

Dan Koh moved that the Select Board Motion to approve the statement against hatred as presented. Alex Vispoli seconded the motion. Roll call: C. Huntress-Y, A. Vispoli-Y, A. Gilbert-Y, D. Koh-Y, L Gregory-Y. Motion passes 5-0.

B. Outdoor Dining on Private Property

Tom Ubelis reported on the Governor's Emergency Order #35 issued on June 1 2020. The order authorizes temporary approvals Outdoor Table Service on private property and temporary approvals for extension so premises for restaurants with alcoholic beverage.

Authorized at commencement of Phase II

Applies to restaurants that do not serve alcohol as well as restaurants which do. There is no need for special permit from the ZBA. The Select Board must establish a process for approving requests. Unlike a request for a Special Permit, no need for abutter notification or publication in a newspaper.

Last week, the Select Board approved Policy X1.6, the Temporary Policy for Regulations for Outdoor Dining on Town property. The new Policy X1.7 is a temporary regulation for outdoor dining on private property that authorizes the Town Manager as the designee to make approvals. The applicant is not going across town property or sidewalk access to outdoor dining area, and there is naming of the Town as an additional insured is not required, and they must comply with the regulations set by the Architectural Access Board.

Tom also explained the extension of premises for service of alcoholic beverages at outdoor table service. That included: having the area enclosed by a fence, rope or other means to prevent access from a public walkway where alcohol is being consumed.

Restaurants must have documentation as to right to access and right to occupy the outdoor area. The outdoor area must be contiguous to the existing licensed premises, and include a plan showing the route to outdoor dining as part of the extended licensed premises.

C. Outdoor Dining on Private Property

The Board is very interested in helping out the local restaurants and are looking forward for these options to be made available. All of the downtown businesses are in some form of 'in progress' of getting ready to offer this option. Salvatore's has put up a tent as has Smyth and Dove, Perry's Plate. Palmer's is in process as are the restaurants located in Shawsheen Plaza. They are in discussions with the businesses on Post Office Avenue (Private Way). The Board appreciates all the work the Town Manager's Team has been doing to support this endeavor.

Annie Gilbert moved that the Board vote to adopt Policy XI.7 Temporary Regulations for COVID-19 Community Event: Licenses for Outdoor Dining on Private Property as presented today. The motion was seconded by Alex Vispoli. Roll call: C. Huntress-Y, D. Koh-Y, A. Gilbert-Y, A. Vispoli-Y, L. Gregory-Y. Motion passes 5-0.

D. Closure of Barnard Street

They were attempting to identify spaces downtown that offer 'grab and go' and they thought Barnard Street and behind Old Town Hall would be a good area to offer a more transit type of opportunity. They will continue discussions to find common ground on this option. This will probably be a part of the Phase II roll-out.

The Board has received a number of emails on concerns about shutting down Barnard Street. The space behind Old Town Hall is more centrally located and this may be an opportunity for ideas on how to develop the area behind Old Town Hall. We are in a very unique place right now to try 'different' opportunities in the downtown area. By shutting down Barnard Street it does provide us with a significant pedestrian dining area right on Main Street. No action taken.

E. Municipal Vulnerability Preparedness Program Grant

Lisa Schwartz, Planning Department, reported on the Preparedness Program Grant process and talked about including more electrical charging stations for vehicles, more trees, and more crosswalks, etc. The GPI engineer put together a green infrastructure in Lot 1 and Lot 2 behind Old Town Hall. They will be submitting the application on Thursday.

Sustainability Coordinator Joyce Losick-Yang reported on the protocols on waterbodies (Rogers Brook behind Lot 1 and 2). The ambient temperature will increase in areas like this and they noticed that not only is the temperature going to get warmer but we are seeing a demographic shift in the older population who are particularly vulnerable to

warmer climates, thus the reason for identifying options for larger tree canopies, water gardens, etc. Phillips Academy is going to start a Rogers Brook Water Study and they are looking to partner with the Town on how to improve the water problems.

Chris Huntress said rain gardens and tree canopies are great ideas and he hopes if they get the grant, they do it regardless of whether or not they get the grant. Lisa said DPW hopes that if we don't get the grant it can be funded anyway.

Annie Gilbert moved that the Select Board authorize the Chair to sign a letter of support for a Green Infrastructure Grant administered by the Executive Office of Energy and Environmental Affairs' Municipal Vulnerability Preparedness Program. The motion was seconded by Chris Huntress. Roll call: A. Vispoli-Y, A. Gilbert-Y, C. Huntress-Y, D. Koh-Y, L. Gregory-Y. Motion passes 5-0.

IV. Adjourn

At 5:30 P.M. Dan Koh moved to adjourn the meeting of June 8, 2020. The motion was seconded by Alex Vispoli. Roll call: C. Huntress-Y, D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.

Respectfully submitted,

Dee DeLorenzo
Dee DeLorenzo
Recording Secretary

Select Board Meeting
Monday, June 15, 2020

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Laura Gregory called the meeting of the Select Board to order at 7:00 P.M. via Web-X. Participating remotely from the Select Board: Alex Vispoli, Annie Gilbert, Dan Koh, Chris Huntress and Laura Gregory.

Others participating remotely: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Assistant Town Manager Patrick Lawlor, Town Counsel Tom Urbelis, Town Clerk Austin Simko. The meeting was duly posted and cablecast live.

Tonight's meeting is completely virtual. Residents can call in at 311 or 978-623-8311 or email manager@andoverma.gov

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence followed by a Salute to the Flag.

III. Communications/Announcements/Liaison Reports

Mike Lindstrom reported on the third Community Choice Aggregate forum held today with more being scheduled. Additional information and resources to bring bulk energy to Andover can be found on the Town website at www.andovercca.org.

Austin Simko reported on last week's election. He thanked all the candidates for their participation and congratulated those who were elected. There were 2,637 voters which is a 10.5% turnout; 37% of the voters used absentee ballots, usually only 4-5% of the voters vote by absentee ballot. Austin thanked all of the Election Officers and Town staff who stepped up volunteered to help.

Chris Huntress thanked Austin and his staff at the Town Clerk's Office for of their work on the election. Chris also shared a few photos of a new passenger waiting structure at the Ballardvale Train station. The lights are all solar and the structure a big improvement.

Dan Koh also thanked Austin for his efforts to make the Town Election safe for residents and poll workers. Dan also thanked the Andover community on what we are doing around racial equality.

Alex Vispoli thanked the Town Manager and his team who helped streamline the permit process for outdoor dining. He has enjoyed two outdoor dining meals, people have started to come out and enjoy our restaurants again.

Last year the Select Board voted on the installation of a new fiberglass utility pole across Central Street, to increase the height and to move the pole back. Alex said there was a collision last March that took out power in a large area. It is an open issue with the residents because the pole is different than what the Select Board approved and the location is a safety concern. The Town Manager's team will follow up on the situation.

Laura Gregory also thanked Austin and all of the poll workers for their professionalism and who worked so hard on the Town Election; it has been quite a marathon for the Town Clerk's Office. Thank you to the Town Manager and his team for getting the permits streamlined for outdoor dining.

This Friday, June 19th – is Juneteenth Day celebrating the day in 1866 when the last American slaves were freed, it is a holiday in 49 states including Massachusetts. An event is scheduled for 6-7 P.M. on the DMS Field. Laura encouraged everyone to attend the event.

IV. Public Hearings

A. Outdoor Dining License for Ultimate Perk, Inc.

Board to discuss and consider voting to approve an application by Ultimate Perk, Inc. d/b/a Ultimate Perk at 96 ½ Main Street for an outdoor dining license for 8 seats and 4 tables. In April, Ultimate Perk submitted their permit for outdoor dining, essentially the same application they have submitted for the past several years, which is why the Board is voting on this request. They will comply with the self-distancing protocols.

Chris Huntress moved to approve the application of Ultimate Perk, Inc. d/b/a Ultimate Perk, 96 ½ Main Street, for an Outdoor Dining License of 8 seats and 4 tables as shown on the submitted "Ultimate Perk Outdoor Seating Plans," subject to the following conditions: 1) That State law, including the Governor's Executive Orders regarding the re-opening of restaurants, are adhered to; and 2) That all other requirements of the Town are met prior to issuance. Motion seconded by Alex Vispoli. Roll call: A. Gilbert-Y, A. Vispoli-Y, D. Koh-Y, C. Huntress-Y, L. Gregory-Y. Motion passes 5-0.

V. Regular Business of the Board

A. Update on Community Forum on Anti-Racism and Inclusion

Town Manager to provide the Board an update on upcoming Community Forum on Anti-Racism and Inclusion. The Board invites the public to send their thoughts to InclusiveAndover@andoverma.us.

Town Manager Flanagan thanked all the Town residents who have submitted email comments and questions. A central location is being created for all the questions to exist as they move forward. It is clear that the process and the form of the community forum should have an independent facilitator. Andrew reached out to Vision Incorporated who specializes in diversity and inclusion and whose work is to remove cultural barriers and engage people in a participant process. Over the next 10-days they will start discussing dates for the forum with a goal of scheduling the forum in July. Laura has reached out to the incoming president at Phillips Academy (PA) and looks forward to meeting with him and working with the community at PA in this continuing process.

Chris Huntress said it is great that they are having a third-party facilitator and a very necessary first step which should be a listening phase and an opportunity to give a platform to those who are most effected. Annie Gilbert commented that they are receiving many questions and suggested developing a FAQ page that people could be referred to. The Town Manager said they will have a Q & A which can be expanded so they can all respond in a consistent way. Laura Gregory asked that the Q & A include links to events that have been recorded or links to documents. Alex Vispoli suggested having a follow-on session strictly on police practice so the public can hear from police leadership.

B. COVID-19 Update

The Town Manager reported that a Customer Service Center opened at Town Hall this week and is located on the main level outside, so no one has to enter the building. All precautions and protocols are in place. Starting on June 22nd we will be at 50% staffing in the office and deploying PPE for all offices starting later this week. All Town playgrounds and parks are open as is the track. Pomp's Pond will be open on June 29th and Recreational programs on July 6th. Basketball courts are still closed but should open in Phase III. Given the Governor's guidance, protocols are very rigid. The first weekend of outdoor dining has been a real success.

We are down to seven active COVID cases in Andover which a major milestone. We will be able to reconcile the end of year budget providing the Board approves the transfers tonight.

Tom Carbone said the Commonwealth has arranged to setup some free COVID testing starting Tuesday and Wednesday with 50 pop-up sites. You can find the sites on the Dept. of Public Health website.

C. Alcohol Service for Outdoor Dining

Board to consider voting to delegate to the Town Manager the authority to approve extensions of alcohol license premises. Licenses are good until November 1st or until the Town Manager revokes the order for current restaurant owners who want to expand their license.

Alex Vispoli move that the Board, in accordance with Governor Baker's June 1, 2020 COVID-19 Order No. 35, to designate the Town Manager to act as the Andover Local Licensing Authority nunc pro tunc as of June 11, 2020 and hereby delegate to the Town Manager the authority to approve temporary alteration of existing premises for alcohol licenses to allow the service of alcohol onto approved outdoor dining facilities, and, further, to authorize and confirm approvals made by the Town Manager before this vote for the benefit of the following licensees:

- 99 Restaurant
- Andolini's Restaurant
- Gati Thai Bistro
- Grassfields Food & Spirits
- LaFina

- LaRosa's
- Oak & Iron Brewing Co.
- Palmer's Restaurant and Tavern
- Perry's Plate
- Raagini Indian Bistro
- Salvatores's
- Smythe & Dove Steak
- Tokyo Steakhouse
- Yella

The motion was seconded by Chris Huntress. Roll call: A. Gilbert-Y, D. Koh-Y, C. Huntress-Y, A. Vispoli-Y, L. Gregory-Y. Motion passes 5-0.

B. Compensation Fund Transfer

The Town Manager and Donna Walsh, Finance Director provided information relative to the financial items as part of Article 4. The Compensation Fund is transferred into the budget for collective bargaining agreements. They have settled contracts with the Police Patrolmen and Public Safety Dispatchers. Donna Walsh explained the spreadsheet created for the amount of \$548,734 of the \$590,000 to be transferred.

Annie Gilbert moved that the Select Board approve the transfer amount of \$548,734 from the Compensation Fund to the various departments as presented. Motion seconded by Alex Vispoli. Roll call: C. Huntress-Y, A. Gilbert-Y, D. Koh-Y, A. Vispoli-Y, L. Gregory-Y. Motion passes 5-0.

C. General Fund Budget Transfers

Dan Koh moved that the Select Board approve the FY-20 Operating Budget transfers as presented. The motion was seconded by Annie Gilbert. Roll call: D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, C. Huntress-Y, L. Gregory-Y. Motion passes 5-0.

D. Recreation Revolving Fund

Annie Gilbert moved that the Select Board authorize a spending limit of \$750,000 for the Recreation Revolving Account for FY-20. Motion seconded by Alex Vispoli. Roll call: A. Gilbert-Y, C. Huntress-Y, A. Vispoli-Y, D. Koh-Y, L. Gregory-Y. Motion passes 5-0.

E. July Operating Budget

One of the consequences of not having Town Meeting by June 30th is that they have to move forward with 1/12th budgeting as specified in the Governor's Special Acts and only one month at a time can be approved per the Department of Revenue.

Chris Huntress moved that the Select Board approve the 1/12th budget for July 2020 as presented and to authorize the Finance Director to submit the 1/12th budget to the Department of Revenue for approval. The motion was seconded by Dan Koh. Roll call: C. Huntress-Y, A. Gilbert-Y, A. Vispoli-Y, D. Koh-Y, L. Gregory-Y. Motion passes 5-0.

F. Bond Anticipation Note (BAN) Sale

Board to vote to approve a Bond Anticipation Note (BAN) sale as explained by Michael Morse, Town Treasurer. Century Bank came in with the lowest interest rate.

Alex Vispoli moved to adopt the votes presented to the Board and prepared by bond counsel in connection with the Town's June 2020 BAN issue and incorporate such votes into the minutes of this meeting. The motion was seconded by Dan Koh. Roll call: A. Gilbert-Y, C. Huntress-Y, D. Koh-Y, A. Vispoli-Y, L. Gregory-Y.

Motion passes 5-0.

G. 47 Spring Grove Road

Board to vote to authorize the Chair to sign the deed for the sale and conveyance of Town cemetery land located at 47 Spring Grove Road as authorized by the 2019 Town Meeting. Tom Urbelis explained that the property is encroaching on some of the cemetery property and the land owner requested that the Town convey the property to resolve the property. The Cemetery Trustees, and Town Meeting approved the conveyance. Special Legislature approval was received in the spring.

Alex Vispoli moved that the Select Board authorize the Chair to sign the deed for the sale and conveyance of Town cemetery land located at 47 Spring Grove Road as authorized by the 2019 Town Meeting. The motion was seconded by Chris Huntress. Roll call: D. Koh-Y, C. Huntress-Y, A. Gilbert-Y, A. Vispoli-Y, L. Gregory-Y.

Motion passes 5-0.

H. Town Manager Annual Review and 2020 - 2021 Goal Setting

Board to review and consider voting to approve Town Manager Annual Review Process and 2020-2021 Goal Setting Process.

The date of the Town Manager's review was changed to be consistent with the fiscal year so the Town Manager's performance will go beyond a year to make up for the change in time-frame. The Board is looking to setup a process to begin the review and to stay on schedule. In addition, they are trying to setup the goal setting process for the next fiscal year and keeping that on schedule as well.

The Board discussed the meeting schedule provided by the Town Manager and due to the Town Meeting date of July 22nd the Board arrived at the following meeting schedule:

June 15, 2020	Board to vote to approve the process.
July 13, 2020	Goal update provided.
July 15, 2020	Town Manager to send Board progress on goals.
July 31, 2020	Board to submit completed review to HR Director
August 10, 2020	Board to vote on review of Town Manager
Week of August 17th	Board goal setting workshop

Dan Koh moved to approve the process as written. Second by Annie Gilbert.

Roll call: D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, C. Huntress-Y, L. Gregory-Y.

Discussion on the transition date. Town meeting has been moved to July 22nd and could be moved again at the pleasure of the Town Moderator. They need to be careful not to shorten the time of the Chair and Vice-Chair but the Board works very well together. Chris Huntress thinks the end of the fiscal year would be a good time for the transition and would be timely with the Goal Setting date. Laura Gregory would like to stay on as Chair through the Town Meeting if it is held on July 22nd.

Chris Huntress moved that the Board reorganization take place on the effective date of July 31, 2020. Motion seconded by Annie Gilbert. Roll call: C. Huntress-Y, D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.

I. Select Board Appointment to Retirement Board

Board to discuss and consider voting to approve process for Select Board's appointment to the Retirement Board and the potential reappointment of Tom Hartwell. Tom Hartwell is the Select Board's current appointment to the Retirement Board.

Laura Gregory said it is important to look to other people interested in the position before a decision is made. Dan Koh supports having a process in place and is in support with the process of conducting interviews. Laura asked if the same rules, as far as digital meetings, apply for interviews by a sub-committee. Alex Vispoli would be in favor of doing the interviews as an open Board. Annie Gilbert agreed especially since the expiration of the seat is June 30th. Alex asked if Tom Hartwell's can remain in the position until the appointment process is completed. Tom Urbelis said generally there is a carry-over period, but the Retirement Board is different. The Town Manager said the Retirement Board meets the last week of the month and we would need to be prepared to appoint someone by then. Interested parties would need to submit a letter of interest and a meeting by the Select Board for interviews held. Discussion on timeline.

Alex Vispoli moved that the Select Board adopt the process of posting the opening for the Retirement Board position that is the Select Board's appointee with forms of interest and setting up an interview for all candidates on or about July 13th or appointment for a decision that night. Motion seconded by Dan Koh. Roll call: C. Huntress-Y, D. Koh-Y, A. Gilbert-Y, A. Vispoli-Y, L. Gregory-Y. Motion passes 5-0.

VI. Consent Agenda

A. Appointments by the Town Manager

Chris Huntress moved that the following appointments by the Town Manager be approved as printed. The motion was seconded by Annie Gilbert. Roll call: C. Huntress-Y, D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, L. Gregory-Y. Motion passes 5-0.

Department	Name	Position	Rate/Term	Date of Hire
Community Services – Elder Services	Kelly MacKay (Kathleen Byrne)	Program Coordinator	\$64,862.16/yr.	6/29/2020
Department of Public Works	Randy Farnan	Tree Climber	\$55,167.57/yr	6/16/2020

	(Justin Faust)			
Andover Green Advisory Board	Melanie Cutler	Member	Term Expires 6/30/2023	7/1/2020
Andover Green Advisory Board	Anil Navkal	Member	Term Expires 6/30/2023	7/1/2020
Andover Green Advisory Board	Zona Sharfman	Member	Term Expires 6/30/2023	7/1/2020
Andover Housing Partnership Committee	Kevin Cuff	Member	Term Expires 6/30/2023	7/1/2020
Andover Housing Trust Fund Board of Trustees	Susan Shepard	Member	Term Expires 6/30/2023	7/1/2020
Audit Committee	Steven Caron	Member	Term Expires 6/30/2023	7/1/2020
Audit Committee	Neil Senior	Member	Term Expires 6/30/2023	7/1/2020
Ballardvale Historic District Commission	Diane Derby	Member	Term Expires 6/30/2023	7/1/2020
Ballardvale Historic District Commission	Matthew Pimentel	Member	Term Expires 6/30/2023	7/1/2020
Ballardvale Historic District Commission	Michael Silverman	Member	Term Expires 6/30/2023	7/1/2020
Board of Health	Pamela Linzer	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Stephen Surette	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Patricia Leelman	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Kathleen Dolan	Member	Term Expires 6/30/2023	7/1/2020
Commission on Disability	Jemma Lambert	Member	Term Expires 6/30/2023	7/1/2020
Conservation Commission	Donald Cooper	Member	Term Expires 6/30/2023	7/1/2020
Conservation Commission	Floyd Greenwood	Member	Term Expires 6/30/2023	7/1/2020
Council on Aging	Paul MacKay	Member	Term Expires 6/30/2023	7/1/2020
Council on Aging	Fran Walker	Member	Term Expires 6/30/2023	7/1/2020
Cultural Council	Leslie Malis	Member	Term Expires 6/30/2023	7/1/2020
Cultural Council	Sonia Novick	Member	Term Expires 6/30/2023	7/1/2020
Design Review Board	Craig Gibson	Member	Term Expires 6/30/2023	7/1/2020

Design Review Board	Suzanne Korschun	Member	Term Expires 6/30/2023	7/1/2020
Economic Development Council	Geoffrey Piva	Member	Term Expires 6/30/2023	7/1/2020
Emergency Management	Patrick Keefe	Director	Term Expires 6/30/2021	7/1/2020
Forest Warden	Michael Mansfield	Fire Chief	Term Expires 6/30/2021	7/1/2020
Keeper of the Lockup	Patrick Keefe	Police Chief	Term Expires 6/30/2021	7/1/2020
Memorial Hall Library Board of Trustees	Karen Van Welden-Herman	Member	Term Expires 6/30/2023	7/1/2020
Merrimack Valley Regional Transit Authority	Paul Materazzo	Member	Term Expires 6/30/2021	7/1/2020
Merrimack Valley Regional Transit Authority	Jacki Byerley	Alternate	Term Expires 6/30/2021	7/1/2020
Merrimack Valley Regional Transit Authority	Lisa Schwarz	Alternate	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Mark Comeiro	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	James Bedford	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Calvin Deyermond	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Brian Masterson	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Michael Mansfield	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	R. Scott Parrish	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Calvin Perry	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Francis Rittershaus	Member	Term Expires 6/30/2021	7/1/2020
Patriotic Holiday Committee	Stephen Wallingford	Member	Term Expires 6/30/2021	7/1/2020
Preservation Commission	Leslie Frost	Member	Term Expires 6/30/2023	7/1/2020
Preservation Commission	Joanna Reck	Member	Term Expires 6/30/2023	7/1/2020
Towle Fund Trustees	George Nugent	Member	Term Expires 6/30/2023	7/1/2020
Triad Council	Sreenivas Madras	Member	Term Expires 6/30/2023	7/1/2020
Veterans Service Agent	Mark Comeiro	Agent	Term Expires 6/30/2021	7/1/2020

2020 Census Complete Count Committee	Austin Simko	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Brian Major	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Barbara McNamara	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Tana Goldberg	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Nicole Kieser	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Ann Ormond	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Rebecca Backman	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Dana Allen Walsh	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Anthony DiCenso	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	David Golden	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Yican Cao	Member	Term Expires 6/30/2021	7/1/2020
2020 Census Complete Count Committee	Champa Bilwakesh	Member	Term Expires 6/30/2021	7/1/2020

VII. Approval of Minutes

A. Board to approve minutes from the following meetings:

1. June 1, 2020 (with Rev.)

Annie Gilbert moved to approve the minutes of June 1, 2020 as amended. Motion seconded by Chris Huntress. Roll call: C. Huntress-Y, D. Koh-Y, A. Gilbert-Y, A. Visopli -y. Motion passes 5-0.

VIII. Adjourn

At 8:59 P.M. Dan Koh moved that the Select Board adjourn from the meeting of June 15, 2020. The motion was seconded by Alex Vispoli. Roll call: : C. Huntress-Y, D. Koh-Y, A. Gilbert-Y, A. Visopli -y. Motion passes 5-0.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

**Select Board Meeting
Monday, June 22, 2020**

Virtual Meeting Broadcast on Comcast Channel 22 Verizon Channel 45

I. Call to Order

Chairperson Laura Gregory called the meeting of the Select Board to order at 5:00 P.M. via Web-X. Participating remotely from the Select Board: Alex Vispoli, Annie Gilbert, Dan Koh, Chris Huntress and Laura Gregory.

Others participating remotely: Town Manager Andrew Flanagan, Deputy Town Manager Michael Lindstrom, Assistant Town Manager Patrick Lawlor, Town Counsel Tom Urbelis, Town Clerk Austin Simko, and Director of Public Works Chris Cronin.

The meeting was duly posted and cablecast live.

Tonight's meeting is completely virtual. Residents can call in at 311 or 978-623-8311 or email manager@andoverma.gov

II. Opening Ceremonies

A. Moment of Silence/Pledge of Allegiance

The meeting began with a Moment of Silence followed by a Salute to the Flag.

III. 2020 Andover Town Meeting

The Special Legislation on COVID-19 gave the Select Board in every town the opportunity to delay Town Meeting if the warrant hadn't been signed. Andover's warrant was signed, so the Town Moderator became the decision maker on extending the meeting from June 22 to July 22nd due to health concerns. The Moderator can extend the date of the meeting incrementally by 30 days. Town Moderator, Sheila Doherty spoke to the Board about moving Town Meeting to September and asked for their input.

Laura Gregory: The delay at Town meeting is for health and safety reasons and there is no perfect time for Town Meeting. We are in exceptional circumstances this year and can't expect to have the same attendance as in previous years. She is in favor of holding Town Meeting outside in July with social distancing measures in place. She also has concerns of the schools going forward without full use of their budgets.

Annie Gilbert: Massachusetts COVID numbers are trending down right now and there is concern about the unknown if we wait until September.

Dan Koh: He is concerned about holding Town Meeting in July because we are not sure what the status of the COVID cases will be in Andover at that time understands there could be an increase of cases in the fall. We should be doing everything we can to avoid big crowds and the perception that it is ok to have big crowds again.

What would be involved in limiting the warrant down to pure necessities?

The Town Manager suggested that the Board remove the private warrants and vote only on town articles or withdraw articles on the floor of Town Meeting. The Warrant would have to be re-opened to remove Town articles but private articles cannot be removed.

If we were to not be able to have a meeting in September, what would the impact be?

Much of our capital work includes preparing bid projects in the fall and part of that process is showing the availability of funds, with the majority of work beginning in the spring. The window for bidding would get tighter and projects pushed out to prior years. The Town can move forward with a 1/12 budget but eventually the window to adjust for that uncertain period closes. It becomes more challenging, but it is doable.

What was the response to the North Andover Town Meeting held outdoors?

Sheila Doherty said some people thought there was not enough discussion and articles were bunched together; it was a very abbreviated process. Other people thought it was a great venue.

Part of our Town Meeting includes a number of presentations. If the Warrant is not reduced it will be a challenge for our voters who are used to seeing the information projected, which they won't be able to do outside. If the meeting is outside, it should be on a Saturday morning to avoid any threat of Triple E

Annie Gilbert: Given that AHS Graduation is going forward and they are allowed to bring two guests sends a mixed message to residents, saying one event is ok, but the other isn't.

Austin Simko: Several towns chose to hold their meetings in September, but they may have been in a different circumstance because they hadn't yet signed a warrant. His concern about a summer Town Meeting is the weather and turnout.

Chris Huntress: Legitimacy should be a primary goal and he is concerned about pushing a month to month budget. We should hold the meeting in July and asked if Town staff could start looking at a draft warrant and share it with the Board. The Town Manager will put together a draft and send to the Board.

The Town Moderator thanked everyone for their input.

IV. Implementation of Phase 3 of Drought Management Plan

The historic demand for water is attributed to a combination of the dry weather and residents being home as due to COVID-19 resulting in a dramatic impact on water systems across the Commonwealth. The Town Manager is requesting the Board issue a declaration of State of Water Supply Conservation and to implement Phase 3 of the Drought Management Plan. Mr. Flanagan provided an overview of the Drought Management Plan with Phases 3 last implemented in 2016.

Phase 1: Watch phase and request for our 25 largest users to voluntarily reduce water usage.

Phase 2: Warning phase with mandatory restrictions on water usage to our 25 largest users. Request for voluntary conservation from all users.

Phase 3: Emergency Phase of the DMP authorizes the Town to impose mandatory water restrictions consistent with the Town's Water Use Restriction bylaw adopted in 2002. Mandatory restrictions would begin with the water system's 25 largest users in conjunction with an appeal for voluntary conservation for all other public users.

Phase 4: Critical Phase that implements maximum response to a water supply emergency with all other phases intensified.

On Thursday, there was a spike in the demand for water to over 14M gallons, the highest ever. Irrigation at town/school properties was reduced by 75% and they continue to check for leaks. On Friday, the demand spiked to 15.5M gallons, on that day North Reading imposed mandatory water restrictions on residential irrigation effective immediately which will have an effect on Andover's demand. The 25 largest users were notified by telephone on Friday and asked to voluntarily reduce consumption in anticipation of mandatory restrictions potentially being imposed as early as next week. Yesterday, they continued with the voluntary demand for all users and today they continued the dialogue with the 25 largest users which should have a positive effect.

Phase 1 and Phase 2 of the DMP was implemented over the weekend. Phase 3 requires a vote of the Select Board. The status of the water supply will be re-evaluated daily.

In Phase 3, the Town would have the ability to enforce the bylaw with fines issued (which has never been done and not being proposed tonight). If the Board votes to issue the declaration, a code red call has been prepared to send out to residents.

Despite the challenges presented by the weather and the increased demand, the distribution system has held up well and DPW has received no reports or complaints of discolored water. This data is being tracked so that the Board can see a year over year comparison at a future meeting.

Questions/Comments by the Select Board:

When the North Reading Water Agreement was being negotiated there was plenty water capacity, at this point in time are we worried about the water treatment's capacity to process this much water or are we worried about the supply of the water.

The capacity of the Water Treatment Plant is 18M gallons and we have enough water supply. North Reading is experiencing the same concerns as Andover. Reasonable irrigation practices will assist us in getting back to manageable levels. The challenge we are having is the extra 2M gallons over last year of water going to irrigation. We are meeting the demands in Andover and North Reading.

Concerns about the terminology being used. Is this more of a shortage than a drought? When sending out the public message be very clear on what is happening and why.

Residents will be asked to take voluntary measures and they will direct people to the website that will include all recommendations available on how to conserve water.

Is there any concern with the water quality due to the spike in demand?

There is no concern with the water quality, which is high right now, and we are not getting an abundance of calls on discolored water.

The Town Manager agreed that the message must be carefully worded.

Dan Koh moved that the Board issue a Declaration of State of Water Supply Conservation and to implement Phase 3 of the DMP and authorize the Town Manager to take any necessary actions related thereto. Annie Gilbert seconded the motion. Roll call: D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, C. Huntress-Y, and L. Gregory-Y. Motion passes 5-0

V. Adjourn

At 6:14 P.M. Alex Vispoli moved that the Board adjourn from the meeting of June 22, 2020. The motion was seconded by Chris Huntress. Roll call: D. Koh-Y, A. Vispoli-Y, A. Gilbert-Y, C. Huntress-Y, and L. Gregory-Y. Motion passes 5-0.

Respectfully submitted

Dee DeLorenzo
Recording Secretary

Documents: Drought Management Plan